



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON SCHWEINFURT
UNIT 25850, Box 10
APO AE 09033

IMEU-SWF-ZA

007 28 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum #5-3, Child Supervision Guidance

1. Purpose: Establish local policy regarding the supervision of children in the US Army Garrison Schweinfurt area of responsibility.
2. Scope: This memorandum applies to personnel, civilian and military, assigned, attached or otherwise present in the US Army Garrison Schweinfurt area of control. Area of control refers to those areas the Department of the Army has a right to maintain order and discipline over, such as military housing and government rental (GRHP), as well as all military housing in the Schweinfurt area. Violation of this policy may result in disciplinary action under the Uniform Code of Military Justice, as well as adverse administrative action to include but not limited to, loss of logistical support, early return of dependents and loss of command sponsorship.
3. References:
 - a. AR 608-18, Family Advocacy Program and AR 608-10, Child Development Services.
 - b. Memorandum, IMCOM, MWD-A, 15 May 2006, Subject: Child-Supervision Guidance.
4. Definitions:
 - a. Children: Any person who has not reached their 18th birthday or is still attending High School.
 - b. Adult Guardian: A person, 18 years of age or older who has been appointed, either by law or by permission of a parent, to take care of the child or adolescent in the parent's absence.
 - c. Authorized Caregiver: A sponsor, parent, certified Family Child Care (FCC) provider, adolescent babysitter (12 years of age or older), Child Development Center, School Age Services Program, Supplemental Services Program or Youth Services Program. An adult guardian may also be an authorized caregiver consistent with the provisions of AR 608-10.
 - d. Direct Supervision: Someone who has line of sight and sound supervision (LOSS) and responsibility for the child (for example, parent, guardian, care-provider or friend). Short absences (not to exceed ten minutes) are acceptable, provided that appropriate measures are taken to reduce health and safety risks to the child during that absence. Examples of appropriate supervision include: leaving a two year old in a playpen while the parent goes to the laundry room in the building's basement, using an electronic baby monitor to listen to a child in another room. Paragraph 1 of this policy letter also provides specific guidelines for appropriate supervision.
 - e. Monitored Supervision: An adult is aware of a child's location and activities (e.g., a specific playground or residence). An emergency contact is available at all times.
 - f. Monitored self-care: Parents have assessed their child's ability and have allowed the child to monitor him or herself. The child has emergency contact information readily available.

5. Applicability: This policy applies at all times to members of the Schweinfurt Military Community who are parents, legal guardians or authorized caregivers of children who cohabitate in military housing or home in the local community or have not yet graduated from High School.

6. Policy:

a. The US Army Garrison Schweinfurt Commander is responsible for promoting the health, safety and welfare of all who live within the US Army Garrison Schweinfurt's jurisdiction. Children who are left without responsible supervision are susceptible to harm, which all too often produces tragic results. Parents are ultimately responsible for the welfare and actions of their children. Failure to exercise those parental responsibilities may constitute child neglect. Military Police and Social Work Services (SWS) are required to investigate any incidents which violate this policy letter on behalf of the Commander. The Department of the Army, through the Family Advocacy Program, aims to prevent incidents of child abuse or neglect and protect those who are victims. Parents are guilty of neglect, which is a category of abuse, if they fail to adequately provide for the basic needs of their children, such as food, shelter, medical and dental care, education, supervision and safety. To insure that neglect does not occur, all parents/guardians must adhere to the following standards:

(1) Children, regardless of age, will not be left unattended in circumstance involving potential or actual risks to their health or safety.

(2) Children below Kindergarten age require close supervision and therefore must be in direct contact with a caregiver at all times.

(3) Children from Kindergarten to Fifth Grade wish to explore their environment. As a result, they must also be protected from the consequences of their natural curiosity. Supervision may not require constant direct contact, however it will require the caregiver to be in the immediate vicinity (within 100 feet) of the child and within the range of visibility or hearing at all times. Kindergarteners may not walk to school or participate in other activities alone. First- through fifth-graders may walk to school alone but may not supervise. Children in Fourth and Fifth Grade may be left unattended in a car for up to ten minutes while an adult runs an errand, and if in an automobile, only with the keys removed and the handbrake applied.

(4) Children in Sixth through Seventh Grade should be allowed to explore their environment in order to build up their self-reliance, however they need to be supervised using direct and indirect methods. Indirect supervision means that the parents should know their children's whereabouts and should check on their welfare frequently. Children at this grade level can be left alone for up to six hours, but not over night, with ready access to an adult. Children in Sixth Grade may baby-sit siblings for up to three hours with ready access to an adult. Children in Seventh Grade may baby-sit siblings and other younger children for up to six hours, but not over night, with ready access to an adult. The Red Cross or CYS Babysitting Course is strongly recommended. Children at this grade level can be left alone in an automobile for up to 15 minutes with the keys removed and the hand-brake applied.

(5) Children in Eighth through Tenth Grade in most cases should be mature enough to start exercising self-supervision. Children in these grades may be left alone but not overnight. These children can baby-sit siblings for up to 12 hours. They may baby-sit other children but they are strongly recommended to attend a babysitters' course. Children at this grade level can be left alone in an automobile for up to 15 minutes with the keys removed and the hand-brake applied.

(6) Children in Eleventh and Twelfth Grade may be left alone overnight but a responsible adult must check on them at least twice during the day (see Table 1). Children in the Twelfth Grade may be left alone for no more than three consecutive days. Parents are responsible for ensuring that the children

know where at least one parent is and have access to the telephone numbers of responsible adults in the event of an emergency. It is strongly recommended that caregivers and parents plan for any emergency to include risks to medical and personal safety.

(7) Overnight babysitting by children in Eleventh and Twelfth Grade shall not be on a regular and continuous basis. A babysitters' course is strongly recommended for all who provide child-care.

(8) Parents and guardians who leave children in Sixth Grade and above unattended should provide the child with a key, emergency phone numbers (police, fire department and dispensary), a phone number where parent(s) can be reached, the expected time of return, and the name of an adult who can be reached immediately in the event of an emergency. The designated adult must be aware of his/her responsibility. Parents or guardians should notify the designated adult by phone or in person before departure.

b. Children will advance to the next grade level on the first day of the new grade year. During the summer, they will be considered to be in the grade they have just completed.

c. Conversion from Age to Grade: For Home-School

AGE	4/5		6	7	8	9	10	11
GRADE	Kindergarten		First	Second	Third	Fourth	Fifth	Sixth
AGE	12	13	14	15	16		17/18	
GRADE	Seventh	Eighth	Ninth	Tenth	Eleventh		Twelfth	

d. Table 1 (the enclosed US Army Garrison Schweinfurt Child Supervision Matrix) provides guidance on the level of adult supervision needed for children in different grades. Incidents of unsupervised children will be reported to the Military Police (MPs). The MPs will investigate each such incident and contact the CYS Director, Social Work Services and the Garrison Commander regarding each unsupervised child.

e. Supervision Options

Grades K - 5 (5 to 10 years old)

Grades 6 - 9 (11 to 14 years old)

CYS Sponsored:
Child Development Center (CDC)
Family Child Care
School Age Services (SAS)

CYS Sponsored:
Instructional classes
Neighborhood activity homes
SAS and middle-school

Community Resources:
In-Home Baby-Sitter
Nanny
DoDDS Schools
Host Nation childcare programs

Parents who need assistance identifying the supervision option that best meets their needs, should contact the Child and Youth Services Central Registration and Enrollment Office, located in *the Commons* (BLDG 224) on Ledward Barracks.

f. Our community has curfew hours for school age children between the Fourth and Twelfth grades who are not under direct parental supervision. These curfews prevent unsupervised activity during the "quiet hours" prescribed by German law. The community curfew for minors include government controlled housing areas, as well as Ledward, Conn and Leighton Barracks.

(1) The Community Curfew hours for minors are:

GRADES	CURFEW	
Fourth – Tenth Under 16 years of age	2200 to 0500	Daily
Eleventh – Twelfth	2200 to 0500	Sunday-Thursday
	2300 to 0500	Friday and Saturday

(2) A sponsor, parent or guardian must accompany minor family members after established curfew hours.

(3) Exceptions to curfew hours will be granted for children returning home after sanctioned functions, such as school dances, athletic events and Youth Services activities. The sponsoring activity will notify the MP Desk Sergeant of the dismissal time of each such event.

(4) MPs will detain minors in violation of curfew hours. The sponsor, parent or guardian of the minor will be promptly notified, and must retrieve the minor at the MP station. The MPs will report each violation to the Civilian Misconduct Action Authority (CMAA) IAW AE Reg 27-9.

(5) Children develop at different rates, and some children may require more or less supervision than indicated above for children of the same age. Parents must use good judgment and consider the physical, emotional and psychological maturity of their child when determining the level of supervision the child requires. Parents, guardians and authorized caregivers are required, however, to follow the above standards, unless an exception has been approved through the US Army Garrison Schweinfurt chain of command. Any other deviation from these standards will be a basis for investigation of potential child neglect.

(6) Area, Building and Stairwell Coordinators with MPs will monitor compliance of this policy. Stairwell Coordinators will promptly post this policy on all housing bulletin boards. Leaders and support providers throughout the Community will publicize this policy. Occupants of government owned or leased Family housing units will be given a copy of this policy when they are assigned quarters. Violators should be reported to the sponsor's unit chain of command or MPs.

(7) All Community members should take an active role in safeguarding children. When an incident is reported of neglect or otherwise unsupervised children, the MPs and Social Work Services will assess the situation and present it to the Family Advocacy Program Case Review Board for adjudication, if deemed credible. The Case Review Board will then address the applicable rights of the alleged victims and offenders and determine whether an incident of neglect has taken place IAW AR 608-18, recommending treatment and redress for the Families.

7. The proponent for this policy memorandum is the Army Community Service Center Family Advocacy Program Manager at DSN: 354-6751 or CIV 09721-966751 and Child and Youth Services at DSN: 354-6670 or CIV 09721-966670.


 EVERETT S. P. SPAIN
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 Table 1

Table 1 Army in Europe Child-Supervision Guidelines						
Age or Grade of Child	May Be Left Alone at Home	May Be Left Alone Overnight	May Be Left Outside Unattended (Including Playing)	May Be Left Unattended in a Car	May Babysit Siblings	May Babysit Others (Besides Siblings)
Newborn through age 4	No	No	No	No	No	No
Kindergarten through grade 5	No (note 1).	No	Kindergarten through grade 3: Yes, if in a playground or yard with immediate access (sight or hearing distance) to adult supervision (notes 2 and 3). Grades 4 and 5: Yes, if in a playground or yard with ready access to adult supervision. Kindergarteners may not walk to or from school or other supervised activities alone; 1st through 5th graders may walk to and from school and other DOD-sanctioned activities alone. Parents must consider the distance to the school, school-building opening time, hours of darkness, and the child's maturity level (notes 2, 3, and 4). Yes, for up to 6 hours with ready access to adult supervision (notes 2, 3, 4, and 6).	No (note 1). Yes, for up to 10 minutes (for example, when an adult is picking up mail or paying for gasoline) if the keys have been removed and the handbrake applied (notes 3 and 5).	No	No
Grades 6 and 7	Yes, for up to 6 hours in a 24-hour period (but not overnight) with ready access to adult supervision (notes 2, 3, 4, and 6).	No	Yes, for up to 6 hours with ready access to adult supervision (notes 2, 3, 4, and 6).	Yes (notes 2, 3, and 5).	Grade 6: Yes, for up to 3 hours with ready access to adult supervision (notes 2, 3, 4, and 6). Grade 7: Yes, for up to 6 hours with ready access to adult supervision, but not overnight (notes 2, 3, 4, and 6).	Grade 6: No Grade 7: Yes, for up to 6 hours with ready access to adult supervision, but not overnight (notes 2, 3, 4, and 6).
Grades 8, 9, and 10	Yes, but not overnight (note 3).	No	Yes (note 3).	Yes (notes 2, 3, and 5).	Yes, for up to 12 hours with ready access to adult supervision, but not overnight (notes 2, 3, 4, and 6).	Yes, for up to 12 hours with ready access to adult supervision, but not overnight (notes 2, 3, 4, and 6).
Grades 11 and 12	Yes (note 3).	Yes, for up to 48 hours; but an adult neighbor or adult friend must check on them at least every 12 hours. Minors must have telephone access to a neighbor in case of emergency and must know where at least one parent is (note 2).	Yes (note 2).	Yes (notes 2, 3, and 5).	Yes (notes 3, 4, and 6).	Yes (notes 3, 4, and 6).
NOTES: 1. Parents must make an informed choice (for example, regarding heat, level of danger, amount of time) when carrying groceries from the car to the stairwell apartment or when doing laundry and leaving the child in the stairwell apartment. 2. Adult supervision is defined as "someone who has or assumes responsibility for the child (for example, a parent, guardian, care provider, friend)." 3. Parents are responsible for assessing the individual capabilities of their children. Questions to answer may include "Can your child solve problems independently?" "Does your child think through to the consequences before choosing to behave in a certain way?" "How does your child occupy him- or herself when left with free time?" 4. Ready access is defined as "as a minimum, telephone access and telephone number of each person designated as adult supervision." 5. Children may have difficulty assessing dangerous weather conditions (for example, extreme heat or cold) and taking action to protect themselves. 6. Red Cross or Child and Youth Services babysitting training is strongly recommended.						

Table 2 Conversion From Age to Grade (for Home-Schooled Children)							
Age	4½ - 5	6	7	8	9	10	11
Grade	Kindergarten	1st	2d	3d	4th	5th	6th
Age	12	13	14	15	16	17 - 18	
Grade	7th	8th	9th	10th	11th	12th	

Table 3 Army in Europe Child-Supervision Criteria			
Supervision Level	Definition	School Grade/Age Range	Supervision Options
Direct	Someone has line of sight and sound supervision and responsibility for the child (for example, parent, guardian, care provider, friend).	Elementary school (kindergarten through grade 5); generally 5 to 10 years old.	Child and Youth Services-sponsored: <ul style="list-style-type: none"> • Child development center (CDC) • Family childcare • School-age services (SAS) Community resources: <ul style="list-style-type: none"> • In-home babysitter • Nanny • Schools • Host-nation CDC and SAS programs • Other host-nation programs
Monitored	An adult is aware of the child's location and activities. An emergency contact is available at all times.	Grades 6 through 9; generally 11 to 14 years old.	Child and Youth Services-sponsored: <ul style="list-style-type: none"> • Clubs and volunteer activities • Instructional classes • Middle-school programs • Neighborhood Activity Homes • Team sports Community resources: <ul style="list-style-type: none"> • Churches • Designated adult • Host-nation programs • Schools • Scouts • Youth centers
Monitored self-care	Parents have assessed their child's ability and allowed the child to monitor him- or herself. The child has an emergency contact available.		